

Understanding the Provincial Report Card

The Ontario Provincial Report Card is a formal communication between the high school and parents and students. Two reports are sent home per semester; one at midterm and a final report at the end of the semester. It is intended to form part of the on-going communication between students, teachers and parents/guardians. If parents have questions about their son's or daughter's progress, they are encouraged to contact the teacher.

Percentage Grade

A percentage grade is used to report overall achievement of the provincial curriculum expectations. This grade indicates the level of achievement that the student has most consistently achieved in the course. Special consideration may have been given to more recent evidence of achievement for skills developed over time.

80% - 100% (Level 4) indicates a very high to outstanding level of achievement. Achievement is above the provincial standard.

70% - 79% (Level 3) indicates a high level of achievement. Achievement is at the provincial standard. (Teachers and parents can be confident that students who are achieving at this level are well prepared for work in the next grade or the next course.)

60% - 69% (Level 2) indicates a moderate level of achievement. Achievement is below, *but approaching*, the provincial standard.

50% - 59% (Level 1) indicates a passable level of achievement. Achievement is *below* the provincial standard.

40% is used as a code to signify that assessment tasks demonstrate achievement most consistently below Level 1.

30% is used as a code to signify that insufficient evidence of achievement has been submitted to the teacher.

Credit for the course will not be granted if the final grade is below 50% on the final report card.

Learning Skills

The five learning skills (Works Independently, Teamwork, Organization, Work Habits/Homework, and Initiative) indicate achievement of habits and abilities that are important for success at school as well as in the workplace and in life. They are skills that are developed over time, through a student's experiences in various courses. Because they are not listed as course curriculum expectations, they are reported separately from the student's achievement in the course on the report card, using a four point scale: E - Excellent, G - Good, S - Satisfactory, N - Needs Improvement.

The fact that these skills are reported separately in this way does not diminish their importance. Skills such as consistent completion of work assigned, cooperation in team efforts, contribution to class or group discussions, and other valued outcomes of schooling are reflected in this section of the report card instead of being evaluated as part of the student's grade.

Comments

These are the teacher's comments on the student's progress in the course. They may indicate the student's particular strengths in the program, areas for improvement, and recommendations for next steps.

Attendance

This section, which indicates number of classes missed as well as number of times late, is an important piece of information to take into consideration alongside the student's achievement. A student's commitment to regular attendance is usually associated with higher levels of achievement.

Parents are encouraged to arrive at an overall impression of their son's or daughter's success in school by considering all the information.

Provincial Report Card
Grades 9-12

Semester	Report Period	Date

Student	Grade	Principal			
Address		School Council Chair			
School	Telephone	Board			
Address	Fax	Address			

Courses	Report Period	Percentage Grade	Course Median	Credit Earned	Comments Strengths/Areas for Improvement/Next Steps	Attendance		Learning Skills					
						Final	Classes Missed	Times Late	Works Independently	Teamwork	Organization	Work Habits/Homework	Initiative
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	First	●				●							
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	Final												
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	First												
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	Final												
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	First	●											
Course Title: _____ Course Code: _____ Teacher: _____ <input type="checkbox"/> IEP <input type="checkbox"/> ESL <input type="checkbox"/> ELD	Final												

Principal's Signature

Student's Average

To view provincial curriculum documents, visit the Ministry of Education's website: www.edu.gov.on.ca
 For more information call (416) 325-2929 or toll free 1-800-387-5514.

To parents or guardians and students: This copy of the report should be kept for reference. The original or an exact copy has been placed in the student's Ontario Student Record (OSR) folder and will be retained for five (5) years after the student leaves school.

"IEP"

If a student has an IEP (Individual Education Plan) and the learning expectations for a course are modified, the IEP box is checked for every course to which the plan applies.

"ESL" or "ELD"

If a student is enrolled in an ESL (English as a second language) or ELD (English literacy development) program, the ESL or ELD box is checked for every course that is affected by the program.

Student's Average

This figure indicates the average of the student's percentage grades in ALL courses taken in this reporting period (i.e., in the same semester or half semester).

Course Median

The course median is the middle percentage grade in the course; the grade at which half of all the students currently in the course have a higher grade, and half of the students have a lower grade.

The Response Form

The response form is related to the student's annual education plan and allows students to:

- comment on their achievement
- assess their work in relation to the goals they set at the start of the school year
- revise their plan for the next semester
- record the number of community involvement hours
- comment on their activities, especially as they relate to their goals for academic achievement, career and education exploration, extra-curricular activities.

The image shows a sample of the Ontario Provincial Report Card, Grades 9-12, Response Form. The form is titled "Ontario Provincial Report Card, Grades 9-12, Response Form". It includes sections for Student's Name, Address, School, Principal, Student's Comments (Goals, Achievement, Action Plan, Community Involvement), Parent/Guardian's Comments, and Teacher's Comments. It also has fields for Student's Signature, Date, and Teacher's Signature, Date.

Students complete the **Student's Comments** section before sharing the report card with their parents/guardians. Parents may use the **Parent/Guardian's Comments** section to remark on the student's achievement, goals, and plans. The response form must be signed by the student and a parent or guardian, and sent back to the school. Parents should keep the report card at home for their records. The school will include the response form in the student's OSR (Ontario Student Record).

Discussing the Report Card with your Son or Daughter

After reading the report card, choose an appropriate time when you can talk about it with your son or daughter. Ask them to tell you what they are proud of and what their concerns are. Take care not to compare his/her report with any other student's report. Focus on developing a common understanding of what the report card information means, and setting goals for the coming term or semester.

A Guide for Parents

Informed by the Gospel message, our assessment and evaluation practices seek to recognize each student as an individual who possesses uniqueness of character, gifts and experiences. In respecting this uniqueness, we seek to maintain the student's self-worth and dignity, give hope and, when needed, offer redemption.

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Simcoe Muskoka
Catholic District
School Board